



JUNE 2019

CITY MANAGER'S REPORT

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A MESSAGE FROM OUR CITY MANAGER



In May, we made significant progress toward completing important projects and continued efforts to beautify the island while providing our core services.

The new Fire Station by City Hall in downtown Galveston is on track to open later this summer. While across town, the 59th Street pump station is also nearing completion. This important facility will create additional water storage for the island.

The reconstruction of 45th Street, another main corridor, is underway and construction is moving along on schedule. The City of Galveston is also preparing for the 25th Street reconstruction project, which is slated to begin early this fall.

As we make these improvements, staff is also working to ensure we're providing exemplary service for residents

and visitors.

In May, Streets and Traffic Division sealed more than 18,000 linear feet of pavement cracks, cleaned 31,000 linear feet of curb and gutter, and cleared 45 blocked drains, among many other things.

The Parks and Recreation Department prepared our community parks for the busy summer season with landscaping and maintenance to splash pads and children's play equipment.

We're proud to serve our residents each day. Please take a look through the report to see what each department is working on and what is in store for the months ahead.

*Sincerely,
Brian Maxwell, City Manager*

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- 15 Public Nuisances were abated.
- 73 Court cases heard in Municipal Court
- 14 Housing abatement cases heard in Municipal Court
- 279 Complaints received
- 52 Complaint based cases
- 255 Self- initiated cases
- 534 Total investigations



UPCOMING PROJECTS

- One new Deputy Marshal will be joining the agency



VIEW REPORTS

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CONSTRUCTION



LAST MONTH'S ACCOMPLISHMENTS

- 59th Street Pump Station – 98% complete
- (commissioning of the equipment is underway)
- 59th St Ground Storage Tanks Rehabilitation – 98% complete
- Public Works/Utilities Facility – 65% complete
- Fire Station #1 – 75% complete
- Demolition of the 1920 tank and construction of the parking lot at 30th Street – 75% complete
- Repair of the Airport Wastewater Treatment Plant – 50% complete
- Market Street Improvements – 25th St. to 33rd St. – 90% complete
- Harborside Drive Improvements – 75% complete
- 7.5 million gallon (MG) water ground storage tank (GST) at 59th Street – 15% complete (foundation for the tank has been completed)
- Renovation of the historic 30th Street Water & Electric Light Station – 45% complete
- Demolition of incinerator and concrete cap construction – 30% complete (liner construction for concrete cap is in process)
- 45th Street from Broadway to Seawall – 15% complete
- Sunny Beach/8 Mile Road Sanitary Sewer Project – 0% complete (delayed for redesign due to conflicting utilities)

- Replacement of the downtown gas lamps - complete



UPCOMING PROJECTS

- Advertising for the repaving of 49th Street from Ave. P to Ave. S ½
- Advertising for the construction of the 24 inch Waterline from the 59th Street Pump Station to the Airport Pump Station
- Starting the repaving of 25th Street from Broadway to Seawall
- Starting the 27th Street Streetscape Improvements Phase 2



DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Highlight 1 - Permit Report from Building Divisions. See attached.
- Highlight 2 – There were four inspectors attended training, three tested and passed certification. There were two earned Commercial Plumbing certifications and one Residential Mechanical Certification. One is fully certified as a Residential Combination Inspector.



UPCOMING PROJECTS

- Highlight 1- Permit Report from Building Division.



VIEW REPORTS

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LAST MONTH'S ACCOMPLISHMENTS

- Geotechnical field Investigation for Legas Dr. Bulkhead completed; Structural design of sloped paving, bulkhead, storm sewer pipe system, sidewalk and roadway repaving is in progress.
- 16th Street from Broadway to Seawall Reconstruction 30% design in progress
- 18th Street Drainage Design from Seawall to Ship Channel, 90% Design in process
- County-City Design coordination on 23rd Street Reconstruction from Broadway to Seawall and Avenue S from 53rd to Seawall in conceptual phase of design
- 27th Street Phase 2 from Avenue O to Seawall In-house Engineering Design is now in Construction which is starting June 24th.
- 29th Street Avenue O to Avenue R-1/2 60% Design in progress
- 30th Street Avenue O to Seawall 60% Design in progress
- 37th Street Broadway to Seawall 60% Design in progress
- 49th Street from Avenue P to Avenue S-1/2 Reconstruction "Release for Bids" design package is in progress
- 73rd Street from Heard's Lane to Avenue N-1/2, 100% Design in process after receiving permit from USACE
- Broadway Drainage Crossings 100% Design Approved by TXDOT (48th Street Crossing in Design)
- Seawolf WWTP 95% Design Onsite Review Meeting at Site resulted in Design Revisions. Design modifications in progress to address constructability review comments.
- Coordination with TXDOT on the Seawall Blvd project (SH 87/Ferry Rd to Boddeker Drive) Mill and Overlay Project. Advertisement scheduled for June.
- Church Street Drainage from 35th to 37th Street in 90% design
- 35th Street from Post Office to Broadway in 100% design
- 24" waterline 59th Street PS to Airport PS in final pre-bid revisions to be advertised in June.
- • Airport PS and new 4.6 MG Ground Storage Tank #1 in 90% Design.
- Design proposal received for new 5.4 MG Ground Storage Tank #2 at Airport PS in Legal Review.
- Assisted developers and engineers with drainage, water and sewer projects by providing design criteria, codes, etc.
- Prepared Traffic Control Plans for City Projects, Provided guidance in Predevelopment meetings related to preparation of Development Construction Plans, Processed Building and ADA Parking Permits, Processed ROW Construction, Routine and 5G Utility and Culvert Permits and performed field inspections

ENGINEERING

- Various projects designed in-house by Engineering include 27th Street Phase 3 (in process), Parks, Downtown, etc.
- Water Valve Exercise Proposals Evaluated and interviews in process.
- Non-revenue Water Loss Construction Contracts Awarded and in Progress.
- 100% Main WWTP Digesters final constructability review conducted at the Main WWTP. Revisions to incorporate City comments in process.
- ROW Construction Permits and Culvert Permits are now in Accela, advancing the following Permits to also be programmed into Accela in coordination with IT:
 - o Temporary License to Use (TLTU)
 - o Parking Permits
 - o Address Permits
 - o MSD Permits
 - o Subdivision Construction Plan Permits
 - o Handicapped parking permits
 - o Utility 5G and Routine fiber optic network transport, gas and electric Permits
- Coordinated Downtown LMI Phase II design with TXDOT, and approval from Austin to Advertise for bids received; project has just been advertised.
- 25th Street Broadway to Seawall Reconstruction Project – Construction Contract Awarded; Execution in progress.
- Construction Material Testing Design and Engineering Contracts for:
 - 45th Street Reconstruction (Broadway to Seawall),
 - 8 Mile Road Sanitary Sewer (Sunny Beach to

Stewart Rd)

- Legas Drive Bulkhead
- Completion of the Concept Design and SOQ solicitation process for Design of the 15th Street Pump Station under the Anticipated \$33M HMGP Grant.
- Other potential Grants for the remaining pump stations shown below for which concept designs and hydraulic modeling were performed in-house by Engineering are being researched.



UPCOMING PROJECTS

- 15th Street Pump Station and Storm Sewer Upgrades (13th to 17th and Seawall to Ship Channel) Design Award supporting the upcoming anticipated award of HMGP DR-4332-024 Grant.
- Construction Material Testing Design and Engineering Contracts for:
 - o 24" Waterline from 59th Street Pump Station to Airport Pump Station
 - o 25th Street Reconstruction from Broadway to Seawall
 - o Downtown LCI Phase II Transit Improvements
 - o 49th Street Reconstruction from Avenue

P to S-1/2

- Airport Pump Station and Ground Storage Tank Improvements
- Seawall Ferry to Bodekker Road Mill and Overlay
- 29th Street Church to Harborside
- 35th Street Broadway to Post Office Reconstruction
- Church Street, 35th to 37th Drainage
- 73rd Street Heards Lane to Avenue N-1/2 Road and Drainage Improvements
- 25th Street Broadway to Seawall Construction Contract Execution.
- 27th Street Phase 2 from Avenue O to Seawall Construction Contract Execution and Mobilization
- 29th Street Church to Harborside – additional scope
- 49th Street reconstruction bid Advertisement
- Main WWTP Digester Dewatering and Cleaning package Design Revisions.
- Main WWTP Digester Improvements package, 90% submittal
- Seawolf WWTP 100% design constructability revisions
- 2.5 Million Gallon, 10 Mile Road Elevated Storage Tank design in progress
- Water Loss Mitigation Program Construction.
- 60% design for rehabilitation of existing lift stations review comments resolution meeting
- HMGP DR-4332-024 15th Street Pump Station Design Award
- 5 MG Potable Water Storage Tank and Airport Pump Station Upgrade 95% design.
- 24 inch waterline from 53rd Street North to the Airport Pump Station to be advertised for bids.
- Laffite's Cove Water Loop Project Bid Advertisement
- Permits, Construction Inspections, Surveys & Field GIS
- MSDs, Residential and commercial Permits, Subdivision design plans, ROW Utility Permits, ROW sidewalk, ramps and culvert/driveway permits, handicapped parking permits, TLTUs
- Providing Robotic Surveys, GIS Maps, As-Built Drawings & Field GIS GPS data collection with Trimble R10 for infrastructure
- Construction Inspections for ROW permits and residential/commercial permits.
- Continuation of Phase 3, 27th Street Design

FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Repainted the entry steps to City Hall
- Completed the elevator inspections for City Hall, Police Property Room, New Waste Water Treatment Plant, Fire Station #4, Airport Control Tower and the old MUD#1 facility .
- Recoated the metal roof at the Traffic Building with an elastomeric roof coating
- Received and completed 489 work orders



UPCOMING PROJECTS

- Refinish the entry doors at City Hall
- Construct restrooms on the 3rd floor of City Hall
- Remodel the ladies restroom on the 1st floor of City Hall.
- Ongoing Repair of the metal siding at the New 30th Street Pump Station

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Continued work on the FY2020-FY2024 Long Range Financial Forecast.
- Completed work on FY2020 Departmental Budget folders.
- Distributed the FY2019 2nd Quarter Budget Report.
- Begin work on FY2020-FY2024 Five Year Capital Improvement Plan.



UPCOMING PROJECTS

- Present 2nd budget amendment for approval.
- Presentation and distribution of the FY2020-FY2024 Long Range Financial Forecast.
- Departments to begin budgetary work for FY2020 Proposed Budget.
- Continued work on the FY2020-FY2025 Capital Improvement Plan.

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Opened solicitations for Deferred Compensation Plan and Street Materials.

PURCHASING DATA	May 2019	May 2018	FY 19 YTD	FY 18 Totals
# of Bids/RFPs Prepared/Advertised	3	8	33	65
# of Bids/RFPs Opened	2	6	32	64
# of Bids/RFPs Awarded by City Council May 2019	4	8	25	53
# of Requisitions Processed to POs	117	134	1311	1912
# of Work Orders Completed by Support Services	5	20	88	182



UPCOMING PROJECTS

- Solicitation openings for 15th Street Pump Station Design, Employee Health Insurance, Human Resources Information Software, 24 inch Waterline, Downtown Pedestrian Transit Improvement, and Seawall to Boddekker Paving Improvements.
- Prepare and advertise solicitation for Airport Traffic Control Tower.

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

- Updated eighteen (18) customer accounts that had incorrect meter sizes installed at the property owner's location.

Performance Measures	FY 2017	FY 2018	1st Qtr 2019	2nd Qtr 2019	Apr-19	May-19	FY 2019
Meters re-read manually	300	782	236	406	342	284	284
Adjustments	3,432	3,987	597	457	153	176	1,383
Water Bills Mailed Out	261,802	260,602	64,078	64,001	21,265	21,213	170,557
Outstanding "water concern" emails received	572	440	79	52	16	8	155
Outstanding "water concern" emails completed	545	478	67	91	11	41	210
Service Orders	20,203	18,949	5,786	4,404	2,131	1,864	14,185
New Customers			748	763	328	336	2,175



UPCOMING PROJECTS

- Continue working with CUSI to replicate the new water bill redesign that has been completed by Level One. CUSI needed to replicate the design so customers who are on E-bill could receive the same format as paper bills and to also have the same format available when customers need a re-printed bill statement.
- Finalize policy and procedure manual for Utility Billing and Customer Service.
- Continue reviewing current and final customer accounts for future outsourcing collections.
- Continue exploring the options for billing utility customers on the 15th and last day of the month.

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Working with the Technology Support team to automate allocation journal entries.

Performance Measures	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL
Number of vendor payments completed	7,162	8,430	5,768	5,791	3,663
Number of checks as percent of total vendor payments	99.47%	98.70%	96.83%	95.65%	91.48%
Number of electronic payments as a percent of total vendor payments	0.53%	1.30%	3.17%	4.35%	8.52%
Number of funds managed	260	270	274	282	284
Investment Portfolio (Millions)	\$98	\$103	\$153	\$145	\$143
Interest Earned (Thousands)	\$428	\$644	\$694	\$1,787	\$2,048
Number of FEMA like PW's closed out	50	87	10	23	1
Number of FEMA Harvey PW's closed out				8	5
Number of bank accounts reconciled	27	27	30	31	34



UPCOMING PROJECTS

- Continue work submitting an application for the Texas Comptroller Leadership Circle Award
- Work on generating comprehensive financial statements as of March 2019
- Work on escheat reporting to Texas State Comptroller's office
- Complete the implementation of bank to bank electronic checks from bill-pay systems for utility billing customers

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

- View the report [here](#)

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- 599 Emergency responses
- 141 Inspections



UPCOMING PROJECTS

- Confined Space rescue techniques
- Forcible Entry training
- Walk through Re-familiarization of Grain Elevator Promotional Exams for Battalion Chief, Captain & Engineer
- Staff Meetings with all Captains & Battalion Chiefs on All three shifts
- Participating in State of Texas Search & Rescue exercise

EMERGENCY MANAGEMENT



LAST MONTH'S ACCOMPLISHMENTS

- East End Hurricane Town Hall Meeting
- West End Hurricane Town Hall Meeting
- Debris Planning
- Search & Rescue Exercise (2019 Air-X) Planning Assistance
- Complex Coordination Terrorist Attack Drill
- Housing Capability Training



UPCOMING PROJECTS

- Business Recovery Planning
- Incident Command Training City Staff
- Water Bill Flyer's Preparedness
- LoneStar Web EOC Training
- Evacuee Tracking



LAST MONTH'S ACCOMPLISHMENTS

Mechanics worked on 436 vehicle work orders Other Services within the month and performed;

- General Repairs - 536 (55.2%)
- Accident Repairs - 11 (1.3%)
- Recall Repairs - 11 (0.5%)
- PM's - 315 (26.3%)
- Repairs from PM's - 104 (10.2%)
- Road Calls - 11 (6.3%)

- Provided 62,652.95 gallons of fuel for city and outside organizations.
- Re-decating older fleet vehicles with newly designed decals.
- Provided auto detailing during preventative maintenance services.
- Provided follow up fleet support for the Port of Galveston, Galveston Parks Board and Galveston County repair shops.
- Moving forward with the repairs to the Galveston Trolley System.



UPCOMING PROJECTS

- Continue fleet services
- Continue with Trolley Car restoration.
- Trolley inspections will be performed on June 6th at the Gomaco Facility located in Ida Grove Iowa.

GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- 2019-2023 Consolidated Plan – continued planning and preparation of the City's multi-year planning document to establish the priorities and goals for the housing and community development needs of the City to direct the CDBG and HOME Projects 1-year plans for this timeframe; conducted consultations for community engagement; preparing HUD 2019 Consolidated Plan document; prepared 2019 Consolidated Plan Executive Summary; initiated 30-day citizen comment period for May 10 through June 10, 2019, no comments have been received to date; conducted a Public Hearing on May 21, 2019, no comments were presented (HUD Regulatory Requirement)
- 2019 Action Plan – planning and consultation for the proposed 2019 CDBG and HOME Program Year projects; Galveston's HUD appropriations for 2019 funding for CDBG \$1,199,293 and HOME \$258,450; preparing HUD 2019 Action Plan document; initiated 30-day citizen comment period for May 10 through June 10, 2019, no comments have been received to date; conducted a Public Hearing on May 21, 2019, no comments were presented (HUD Regulatory Requirement)
- CDBG Reallocation – coordinated with Parks & Recreation to reallocate unused CDBG funding for park improvements in the 2019 program year; initiated 30-day citizen comment period for May 22 through June 21, 2019, no comments received to date
- 2018 Program Year Close-out – program year end was May 31, 2019 (HUD Regulatory Requirement)
- Galveston University – presented Grants & Housing Dept. information on May 14, 2019
- Monitoring review - staff conducted five (5) desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant. Entered all project accomplishments into HUD's IDIS Reporting (HUD Regulatory Requirement)
- Staff conducted housing inspections for the lead-based paint remediation project
- Technical Assistance – provided assistance to 7 homeowners with housing information, 2 citizens with Fair Housing issues, 17 homebuyers with homebuyer assistance, 1 rental code issues and 15 phone inquiries for rental assistance
- Accepted & reviewing one (1) Homebuyer Assistance Program Application; homebuyer is seeking assistance for downpayment and closing cost to purchase their dream home
- Prepared and facilitated four (4) Release of lien documents for previous participants in the City's Housing Rehabilitation Program; homeowners have met their period of affordability (HUD Regulatory Requirement)

GRANTS & HOUSING



UPCOMING PROJECTS

- **2019-2023 Consolidated Plan** – continued planning and preparation of the City’s multi-year planning document to establish the priorities and goals for the housing and community development needs of the City to direct the CDBG and HOME Projects 1-year plans for this timeframe; conducted consultations for community engagement; complete HUD 2019 Consolidated Plan document; complete 30-day citizen comment period for May 10 through June 10, 2019; conduct a Public Hearing and present Plan for Council approval in June; submit Plan to HUD (HUD Regulatory Requirement)
- **2019 Action Plan** – planning and consultation for the proposed 2019 CDBG and HOME Program Year projects; Galveston’s HUD appropriations for 2019 funding for CDBG \$1,199,293 and HOME \$258,450; preparing HUD 2019 Action Plan document; complete 30-day citizen comment period for May 10 through June 10, 2019; conduct a Public Hearing and present Plan for Council approval in June; submit Plan to HUD
- **2019 Program Year Start** – new program year start is June 1, 2019; conduct implementation meetings with City Depts
- **2018 Program Year Close-out** – program year end was May 31, 2019; planning and preparation for year-end reporting and preparation of 2018 CAPER
- **Financial review** to ensure allowable and allocable expenditures and program standards for the CDBG and HOME expenditures and preparation for reimbursement draw from HUD
- **HUD Monitoring** – tentative monitoring visit by HUD in July, HUD has not confirmed
- **Environmental Reviews** – complete reviews for the 2019 projects and compile record
- **Monitoring review** - staff to conduct five (5) desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant. Enter all project accomplishments into HUD’s IDIS Reporting System
- Staff will complete and closeout the lead-based paint remediation project (HUD Regulatory Requirement)
- Staff will prepare and facilitate two (2) Release of lien documents for previous participants in the City’s Housing Rehabilitation Program; homeowners have met their period of affordability
- Staff will be accepting applications for the City’s Homebuyer Assistance Program, which will assist with up to \$14,500.00 for downpayment and closing cost towards the purchase of a new home within the City of Galveston

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held two New Hire Orientation. Hired thirteen (13) New Employees – 3 Laborers, 1 Administrative Services Support, 1 Construction Inspector, 1 Crime Analyst, 1 PT Gate Attendant, 2 PT Recreation Aide, 1 Pool Maintenance Technician, 1 Airport Maintenance Technician, 1 PT Lifeguard, and 1 Telecommunicator
- Hosted site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options on March 7th
- Hosted and presented Galveston College Leadership Course 2 “Public Administration: Municipal Regulations” on March 1st and March 8th
- Hosted and Presented EEOC Training “Creating a Culture of Civility” for all employees on March 13th and March 21st
- Attended Galveston College Career Fair/Transfer Day 2019 – “Navigating Towards the Future” on March 20th
- Held a Health Benefits Plan Board Meeting on March 27th
- Commencement of the Employee Engagement Survey
- Attended the Galveston Career Connect Monthly Leadership Team Meeting
- Continued meetings to develop the new Electronic Onboarding Process through Laserfiche
- Reviewed and Processed 700 Employment Applications
- Continued support of City Departments in filling job vacancies



UPCOMING PROJECTS

- Orientation (at least 4)
- Host Hiring Event in conjunction with Workforce Solutions in Texas City on April 3rd in an effort to fill all vacant positions
- Host site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options on April 4th
- Host site visit for Costco for all City Employees interested in signing up for membership on April 5th
- Hold a Police Entrance Exam on April 8th
- Host an Employee Assistance Program (EAP) training session related to Dealing with Difficult People on April 16th
- Host an Employee Assistance Program (EAP) training session related to Helping the Helpers on April 16th
- Host two Health Benefits Plan Board Meetings
- Galveston Career Connect Monthly Leadership Team Meeting
- Deliver aggregate engagement survey results to Leadership Team and initiate meetings with Department Heads to discuss Action Planning
- Launch the 2019 Summer Internship Program to secure candidates for five positions in various City Departments (May through August)

Information Technology



LAST MONTH'S ACCOMPLISHMENTS

- Published RFP for the replacement of the existing Human Resource and Payroll Software solutions
- Completed Development of the Police Department Compliment and Complaint Form that will be published on the Police Department web page
- Completed development and testing of the COPS and STEP Grant report for Finance
- Completed initial development of an automated Travel and Training request form that would replace manual form currently in production
- Developed Automatic Journal Entries for Health and Insurance and separation pay transactions
- Reconfigured check/Direct deposit printing Software to route payments to two different bank account based of type of payment (IDC)
- Assisted the Finance Department with the implementation of the Frost Bank Lock Box and trained personnel on the integration of payments received using the new lock box.
- Completed script to update Plumbing personnel when Backflow Testers register or renew their license
- Updated permission groups to allow additional functionality in fees/payments for Public

Works Users

- Completed updates to in house locate request form for Public Works
- Installed VUEworks update 2019.1 in Test environment
- GPD Data Analysis Report. Trained Police Department Crime Analyst on the use of Crystal Reports
- Completed Banner Finance and Account Receivable New feature user training



UPCOMING PROJECTS

- Deploy upgrades into production for the Finance software solution
- Deploy GPD Compliment and Complaint to the police department website
- Complete testing of the newly developed automated Travel and Training Request form
- Complete Disaster recovery fail over project
- Develop data files in support of the Public Works valor project
- Continue support and development of data files for the water collection project
- Complete testing of the automated Journal Entries for Health and Insurance and separation pay transactions for the Finance Department
- Deploy 19 replacement Toughbooks for GPD
- Continue deployment of new desktops workstations to replace units that have reached the end of useful life

Information Technology

GIS



LAST MONTH'S ACCOMPLISHMENTS

- Responded to seven (7) Public Information Requests
- Updated, added, or created forty-six (46) datasets, map services, web maps, or web applications
- Generated a report for City Manager's Office of FY 2017+ GIS files: Capital Improvement Plan, City Force Streets, and VUEWorks streets
- Completed 6 maps in preparation of hurricane season
- Created 3 maps for Public Works divisions
- Collaboration with Engineering on testing field data collection through the centralized GIS
- Completed GIS training and completed one (1) map template for the Galveston Police Department Crime Analyst
- Digitized Saladia, Pelican Island, and Gulf Drive as-built files



UPCOMING PROJECTS

- Continued development of a City wide GIS training program
- Configure the My Government/Neighborhood map application
- In coordination with Island Transit, finalize and release the interactive routes map
- Georeferencing and digitizing completed Capital Improvement Construction As-Built design files
- Continue field data collection testing with Engineering
- Collaborate with Engineering & Construction divisions on the as-built submittal guide
- Continue digitizing Public Works as-built design files into the centralized GIS
- Continue GIS Day 2019 planning
- Public Owner Notification Part 2: Continue requirements discovery to create an automation process for monthly ownership updates

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- Route 1 - 4,931
- Route 3&4 - 2,457
- Route 5&6 - 11,108
- Route 7 - 2,496
- Trolley - 11,541
- Successfully secured \$150K in grant funding that will be used to reduce our Harris County RIDES service



UPCOMING PROJECTS

- Complete Triennial Review with FTA
- Begin FY20 Budget Projections
- Complete conversion to Harris County RIDES

PARKS & RECREATION

PARKS & MAINTENANCE



LAST MONTH'S ACCOMPLISHMENTS

- Continued preparation of Palm Gardens neighborhood entrances for the installation of new trees and other improvements
- Continued cleaning out and installing of new plants on the 27th Street Corridor
- Continued replacing brick pavers and crushed granite at Kempner Park
- Removed portion of Adoue Park playground set and installed swing set
- Repaired Hooper Field bleacher roof
- Replaced Kempner Park fountain pump
- Repaired bench at in "Bowl" at Skateboard Park
- Repaired irrigation leak on the 27th Street Corridor
- Mowed and cleaned center of I-45 Highway from 59th Street to Causeway
- Clarence Swannegan hired as Assistant Director of Parks and Recreation, replacing Daniel Thomas.



UPCOMING PROJECTS

- Continue installing new water fountains at various park locations
- Repair outfield fence at Bernard Davis / Pony Colt Stadium
- Install sign at Hooper Field
- Remove Electrical Pole and damaged picnic tables at Jones Park
- Restoring landscaping along 27th Street Corridor
- Install new palms on 25th Street median to replace dead ones
- Complete clean up and planting along 27th Street Corridor
- Grind all palm tree stumps at Kempner Park
- Complete repairs to Lindale Dog Park agility course
- Repair Menard Park Showers
- Install protective fence around Crockett Park turtle
- Begin repairs to Lindale Park restrooms
- Mow and clean Feeder Roads along I-45 Highway from 59th Street to Causeway

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

- New Membership Program at Recreation Centers
- McGuire-Dent Recreation Center: Resident Adults: 537 / Non-Resident Adults: 20; Resident Senior: 249 / Non-Resident: 6; Military: 21; Youth: 230; Day Passes: 30
- Wright Cuney Recreation Center - Adults: 267; Youth: 357; Seniors: 22
- Adult Programming, including Exercise Classes, Futsal, Latin Dance, Tennis leagues, Pickleball, Badminton, Adaptive Tennis
- Youth Programming
- Continued with After School Program at both Wright Cuney and McGuire-Dent, including homework help, arts and crafts, guitar, karate, and open gym and game room, along with computer lab, and tennis
- Continued with Homeschool Programs at both Wright Cuney and McGuire-Dent, including Physical Education, arts and crafts
- Adaptive tennis program



UPCOMING PROJECTS

- Replacement of Gym Floor at McGuire-Dent Recreation Center
- Continue Adult and Youth programming at both Centers along with community outreach events and meetings
- Continue Summer Youth Program at both Centers
- Replace fence, small playground and restrooms

- Community Meetings
- The Galveston Ukulele Society
- Families, Children & Youth Board
- Better Parks for Galveston
- Tree Committee
- Parks & Recreation Advisory Board
- Central Middle School Field Trip
- Sandpiper Resident Community Gathering
- Legal, Senior Bingo, Brother Love Youth Mentor Program
- Community Outreach including Support Groups and working with the Gulf Coast Center
- Hosting a Mind, Body, and Soul exercise session hosted by B'Nai Temple Israel
- Professional Development - Staff attended the Women's Conference at Moody Gardens; Summer Employee Orientation at McGuire-Dent
- Adult attendance totals: Wright Cuney 576, McGuire-Dent 4,915
- Youth attendance totals: Wright Cuney 1,305, McGuire-Dent 928

fixtures at Wright Cuney Recreation Center

- Rehab basketball dome and repaint interior at Wright Cuney Recreation Centers
- Place free weights, Smith Machine, Benches, and Rowing Machine at McGuire-Dent Recreation Center
- Install and upgrade new Fitness Room TVs and Audio Transmitters

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Assisted in Launch of New Membership Software at both recreation centers – May 11th
 - Lifeguard Tryout #6 – May 4th
 - 2019 Swim Lessons announced – May 13th – Online registration was a hit!
 - Attended Lifeguard Management Academy Offered 26 water fitness classes
 - Taught lifeguard class & hired 10 guards!
 - Hired 2 office aides
 - Aquatics Manager – Erica Peace nominated for “Galveston Daily News – 40 under 40”
- Assistant Aquatics Manager earned her Water Safety Instructor certification.
 - Re-structure/overhaul Parks and Recreation Website
 - Setup booth at Farmers Market for National Water Safety Day Celebration



UPCOMING PROJECTS

- World's Largest Swim Lesson Day
- Session 1 of swim lessons.
- Lifeguard Tryout #7 & #8 – June 8th & 9th
- Teach last lifeguard academy
- Texas Public Pool Council Meeting

SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- Party for the Parks: Light up the Night Benefit (5/2)
 - Galveston Island Brewing 5K (5/4)
 - Satori BBQ Fundraiser (5/4)
 - Cinco de Mayo Celebration (5/5)
 - Wild Game Championship & BBQ Cook-off (5/10-5/11)
 - Galveston Island Market (5/18)
- 22nd Annual Galveston Lifeguarding Association BBQ Fundraiser (6/14)
 - Galveston Island Market (6/15)
 - Juneteenth Parade & Picnic (6/19)
 - Pink Flamingo Fest / Decorated Golf Cart Parade (6/22)
 - Independence Day Parade & Fireworks (7/4)
 - 7th Annual Old Smokey Throwdown (7/13)



UPCOMING PROJECTS

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

Planning & Development Division

- Hosted seven (7) pre-development meetings
- City Council approved the City of Galveston's 100th landmark designation
- Assistant Director/HPO Catherine Gorman, AICP, and planner Daniel Lunsford coordinated with the Public Information Office to develop a series of videos to celebrate National Preservation Month
- Coastal Resource Manager Dustin Henry, AICP, participated in the US Army Corps of Engineers' "Galveston District Regulatory Program Workshop"

Landmark Commission

- 19LC-021 (3329 Avenue Q 1/2) Request for designation as a Galveston Landmark.
- 19LC-022 (4502 Avenue O) Request for designation as a Galveston Landmark.
- 19LC-025 (1305 25th Street/Rosenberg) Request for a Certificate of Appropriateness in order to demolish the existing garage and construct a new garage apartment.
- 19LC-026 (1510 Church / Avenue F) Request for a Certificate of Appropriateness for alterations to the structure including an addition.
- 19LC-030 (1826 Avenue K) Request for Certification

as a participant in the Substantial Rehabilitation for Historic Properties Tax Exemption program.

- 19LC-029 (1826 Avenue K) Request for a Certificate of Appropriateness for alterations to the structure including demolition of a rear portion, new addition, modifications to the front porch, and demolition of a portion of the garage building.
- 19LC-031 (1723 Mechanic/ Avenue C) Request for a Certificate of Appropriateness in order to enclose the rear second floor porch.
- 19LC-033 (1327 Ball/ Avenue H) Request for a Certificate of Appropriateness in order to rebuild the existing stairs and install new vertical balustrades.
- 19LC-032 (1701 Winnie/Avenue G) Request for designation as a Galveston Landmark.
- 19PA-016 Request to amend the Design Standards for Historic Properties regarding administrative approval of elevations of structures.

Planning Commission

- 17P-025a (Lot 1, Sea Isle) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to amend the previously approved permit (17P-025) due to a material change that occurred after the permit was issued.

- 19P-023 (3329 Avenue Q 1/2) Request for designation as a Galveston Landmark.
- 19P-024 (4502 Avenue O) Request for designation as a Galveston Landmark.
- 19P-025 (1701 Winnie/Avenue G) Request for designation as a Galveston Landmark.
- 19P-026 (Adjacent to 2102 Seawall Blvd.) Request for a License to Use in order to install public art, in the City of Galveston sidewalk right-of-way.
- 19P-030 (Adjacent to One Moody Plaza/1902 Market/Avenue D) Presentation of concept regarding ANICO pedestrian plaza proposal and City Council directed public hearing (1 of 2).
- 19PA-028 (6327 Stewart Road aka 6105 Stewart) Request for a Type “B” Zoning Analysis for the above stated property.
- 19PA-029 (528 University Boulevard Aka 525 University Boulevard) Request for a Type “B” Zoning Analysis for the above stated property.
- 19PA-030 (110 Seawall Boulevard) Request for a Type “B” Zoning Analysis for the above stated property.
- 19PA-031 (715 Holiday Drive) Request for a Zoning Verification Letter.
- 19PA-032 (13330 Settegast Road) Request for a Zoning Analysis.

Zoning Board of Adjustment

- 19Z-004 (1314 11th Street) Request for a variance from the Galveston Land Development Regulations, Article 3, District Yard, Lot and Setback requirements for minimum lot depth in a Commercial (C) zoning district.
- 19Z-005 (4628 Avenue S) Request for a variance from the Galveston Land Development Regulations, Article 3, Addendum for Residential, Single Family, (R-1-Modified) Minimum Lot Standards regarding Lot Area.
- 19Z-006 (1602 Market Street/Avenue D) Request for a variance from the Galveston Land Development Regulations, Article 3, District Yard, Lot and Setback Addendum, for the Residential, Single Family with Historic Overlay (R-3-H) zoning district, to reduce the lot area.

Planning Administration

- 19PA-025 (23011 and 23015 Lunes) Request to combine two lots into one.
- 19PA-026 (3802 and 3806 Mendocino Drive) Request to combine two lots into one.
- 19PA-027 (3122 and 3118 Lafitte’s Point) Request to

move the property line between lot 25 and lot 26 to the north.

- 19PA-028 (6327 Stewart Road aka 6105 Stewart) Request for a Type “B” Zoning Analysis for the above stated property.
- 19PA-029 (528 University Boulevard Aka 525 University Boulevard) Request for a Type “B” Zoning Analysis for the above stated property.
- 19PA-030 (110 Seawall Boulevard) Request for a Type “B” Zoning Analysis for the above stated property.
- 19PA-031 (715 Holiday Drive) Request for a Zoning Verification Letter.
- 19PA-032 (13330 Settegast Road) Request for a Zoning Analysis.

Beachfront Permits

- 19BF-026 (1810 San Luis Pass – Texas Campgrounds / N178-179) Request for a Beachfront Construction Certificate / Dune Protection Permit to construct an RV Cover.
- 19BF-027 (19203 SHORES DR) Request for a Beachfront Construction Certificate / Dune Protection Permit to construct a dune walkover.
- 19BF-028 (19323 SHORES DR) Request for a Beachfront Construction Certificate / Dune Protection Permit to construct a dune walkover.



UPCOMING PROJECTS

- Continue to staff the Beach Access and Dune Protection Plan Review Ad Hoc Committee
- Participate in Vision Galveston and State of the City
- Planning Manager Janice Norman will participate in TAMU AgriLife Extension Service’s “Community Planning for Hazards: Training for Local Officials Workshop”
- Planner Daniel Lunsford will participate in TAMU AgriLife Extension Service’s “Managing Our Stormwater: From Gutter to Stream Workshop”

POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Attended 18 community meetings involving 400 participants, provided 13 presentations to 650 participants, and initiated 2 outreach projects with 200 in attendance
- Partnership with Citizens Police Academy 1,000 bike lights have been purchased to be distributed by officers to citizens in need of proper equipment
- May 14th: Chaplain Brian Benjey sworn in as a department chaplain
- May 15th: 38th Annual County Wide Fallen Officers Memorial Service
- May 30th: Galveston Police Cadets graduated Galveston College Police Academy
- May 31st: Police Civil Service Exam
- May 31st: Cops and Clergy Breakfast

Statistics for May:

- Calls for Service: 6,442
- Arrests: 411
- Citations: 1,049



UPCOMING PROJECTS

- June 8th: Kids International Fest 2019
- June 10th: Cadets begin first day of Police Academy
- June 19th: Annual Juneteenth parade and celebrations
- June TBA – Citizens Police Academy start
- July 4th: Independence Day Celebration and Fireworks
- July 19th: Cadets graduate Police Academy and move on to next phases of training

PUBLIC INFORMATION OFFICE



LAST MONTH'S ACCOMPLISHMENTS

- Informed the public about City events, outreach & campaigns via social media, press releases and videos
- Responded to numerous media requests, as well as department requests for outreach
- Produced employee spotlight, Waves of Information and other promotional videos
- Routinely updated website
- Represented city in numerous public meetings
- Compiled and wrote City Manager's Report and Letter from the Manager
- Galveston University Spring classes and hosted graduation ceremony

Stats on Facebook: Gained 1,061 followers. Reached more than 395,000 people. Engaged more than 155,500 times with other users.

Press releases: All press releases can be found on our website galvestontx.gov under News Flash



UPCOMING PROJECTS

- Assist media and City departments with requests
- Waves of Progress and State of the City program
- Continue updating website
- Create public information regarding upcoming budget

LAST MONTH'S VIDEOS

Employee Spotlight

- [Mounted Patrol Officers](#)

Pets of the week

- [Misty and Homer](#)
- [Sally and Angus](#)
- [Yogi and Joey](#)
- [Smokey and Kayla](#)

Waves of Information

- [May 7](#)
- [May 20](#)

Special Features

- [Fire training - Rolling Roof](#)
- [Easy ways to pay your water bill](#)
- [Bertha Bonart Tenant House](#)
- [Inspection and operation of Scott](#)
- [Adolph and Regina Frankel House](#)



Payee name *

Payee account number *

Confirm account number *

Payee phone number * () -

Payee zip code * -





PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Center received 16,131 visits, daily average 520
- Distributed free mulch to 353 residents
- Recycling processed 195.33 tons of material
- Completed 291 of 291 work orders

[Click here to view reports](#)



UPCOMING PROJECTS

- Move forward on the Recycling Building progress
- Continue to beautify the Recycling Center

MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Work completed on the replacement of the sanitary sewer system in the 20th to 21st Street and Avenue O ½ - P alley.
- Work completed on the repairs to the Skimmer Arm for the Chlorine Contact Basin at the Pirates Beach Wastewater Treatment Plant.
- Work completed on the repairs to the Decant Arm in Basin 2 at the Terramar Wastewater Treatment Plant and on repairs to Chlorine Feed at the Terramar Wastewater Treatment Plant.
- The 30 Day Trial Period for the New 59th Street Pump Station continued in May.
- Water distribution line work on 45th Street Roadway Project from Broadway to Ave N 1/2
- Replacement of the sanitary sewer service lines on Gerol Drive.
- Replacement of the sanitary sewer system in the 41st to 42nd Street and Avenue M ½ - N alley.
- Continue Trial Period for the New 59th Street Pump Station in June.
- Water distribution work on 45th St. project
- Water Distribution crews will be working with the contractor on the leak detection project.



UPCOMING PROJECTS



VIEW REPORTS

[Click here to read compliments](#)

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Assisted Park Board with their Memorial Day Trash Pickup.
- Added one (1) new Temporary Hauler.
- Assisted with Recycling Center beautification
- Completed 677 request for service.
- Sanitation deposited 2,724.46 tons of debris
- Made 537 trips to the Transfer Station

STREETS & DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- Drainage: Regular maintenance work continues to clean and inspect the storm sewer system. West end ditch cutting and maintenance continues.
- Staff installed 8 culverts for new residential permits.
- Staff responded to 45 blocked drainage reports.
- Staff cleaned 31,000 linear feet of curb and gutter.
- Streets: Staff continues to mill and overlay pavement throughout the City. City staff is overseeing and the consultant is currently conducting the 2019 Pavement Condition Assessment which is nearing completion. This new assessment will allow for Staff to evaluate the pavement deterioration rate, as well as the overall pavement condition throughout the City of Galveston.
- Routine operations continue with crack sealing of pavement which is a pavement preservation method, to utility cut repairs.



UPCOMING PROJECTS

- Continue sanitation services
- Continue assisting in Recycling Center beautification



VIEW REPORTS

[Click here to view reports](#)

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- Staff repaired 28 utility cuts.
- Staff sealed 18,600 linear feet of pavement cracks
- Staff repaired 92 pot holes.
- Traffic: Staff continues to work special events and has most recently completed the annual Iron Man event. Weather continues to play a major role in operations. Staff is continuing to perform routine functionality maintenance and repairs of traffic signal systems.
- Staff replaced 69 street signs.
- Staff performed work for 3 special events.
- Staff conducted 68 lane closures.
- Staff worked 25 TLTUs.
- Staff installed 2 street luminaires.
- Staff worked on 23 traffic signals.
- Staff worked on 41 traffic signals.



UPCOMING PROJECTS

- Continue operations



SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- Construction on North Ramp Phase 2 completed along with taxiway Alpha completed.
- May 4th Successful Biplane Fly-in with several models on display, and visitors stopping by to check them out! Gathering of the Biplanes commemorates the first biplane flight in Texas which occurred on February 18, 1910. This event raises awareness of the aviation history in Texas. Donations support the Biplane Squadron Galveston. The Biplane Fly-in is organized by Dr. Buck Willis.
- May 7th – Scholes Airport hosted Galveston University on May 7, 2019. Visitors experienced a tour of PHI Helicopters and the Airport, along with a presentation on the Airport's economic impact in Galveston and the many industries it serves.
- May 18th Poker run – Pilots and their passengers flying to four stops along the Bay Area – one being Scholes International Airport. Five planes, one helicopter were part of the event – with 12 participants. Games, snacks and fun awaited the group. Our Fixed Based Operators, Island Jet Center and Galveston Aviation Services, helped in organizing the event.
- Stats on Facebook: We gained more than 300 followers and reached more than 46,000 people with our posts.



VIEW REPORTS

- [Click here to view report](#)
- [Click here to view fuel report](#)



SCHOLES AIRPORT



UPCOMING PROJECTS

- Phase 3 & Phase 4 construction on the North Ramp should be completed by the end of June.
- June 5th – Airport Manager Mike Shahan will brief the Galveston Rotary Club on airport operations, events and current/future projects.
- June 8th - The Galveston Island 150 Air Race will return to the Airport. Racers compete in a timed race around a 150-mile race course and then will return back to the Airport for lunch and trophies. Each racer competes against same class aircraft.
- June 10-13, 2019, the Airport is hosting the 2019 Air-X Coastal Hurricane Aviation Evacuation Search & Rescue Exercise. During this time, multiple military aircraft will be conducting training exercises in the Galveston area. This is an annual training, and this will be the first time for Scholes International Airport to host this event.
- June 11th – Airport Advisory Committee will be meeting to discuss the Hurricane Plan for the 2019 Hurricane season.
- July 9th – Minimum Standards committee will meet to continue updating and writing the minimum standards for the Scholes International Airport.